

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814
(916) 322-6250



August 21, 1984

• ALL-COUNTY INFORMATION NOTICE NO. I-79-84

TO: COUNTY WELFARE DIRECTORS
DISTRICT ATTORNEYS
COUNTY CLERKS
PUBLIC & PRIVATE ADOPTION AGENCIES
COUNTY AUDITORS
ADMINISTRATIVE OFFICERS
PROBATION DEPARTMENTS
MENTAL HEALTH DEPARTMENTS

SUBJECT: WAREHOUSE CLOSURE FOR INVENTORY

The Department of Social Services Warehouse will be closed for the annual inventory for a two-week period from October 15, 1984 through October 26, 1984. During this time no requests will be processed for DSS forms. Any requests received after October 12, will be filled as soon as the inventory process is completed.

Please order all necessary items prior to the above-mentioned closure dates to insure a sufficient operating supply level for your office during this inventory period.

If you have any questions, please contact Ellsworth Kelley at (916) 322-6250, (ATSS 492-6250).

Robert T. Sertich
ROBERT T. SERTICH
Deputy Director
Administration